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D/TR  
LIMIS-3-1-2  
5/10 meeting  
11/3  
DD/P

MINUTES

TRAINING OFFICERS MEETING

Thursday

11 Mar 54

Document No. 807

NO CHANGE in Class. ☐

☐ DECLASSIFIED

CLASS. CHANGED TO: TS S (C)

DDA Memo, 4 Apr 77

Auth: DDA REG. 77/1763

Date: 1 Feb 79 By: YZZ

Attendance:

Mr. Baird, D/TR

25X1A

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\* [REDACTED] participated in the discussion of the last agenda item.

25X1A

1. Mr. Baird opened the discussion, calling attention to the fact that the Office of Training had received a memorandum from the Executive Secretariat, DD/P, requesting OTR views on a proposal to establish a DD/P cadre for wartime assignments in PM, PP, and FI type activities. Mr. Baird indicated that the Office of Training would do all that is required by DD/P with respect to providing training for this type of assignment; however, this Office will oppose the use of [REDACTED] for a holding operation. In the event a procedure is established for the selection of personnel for a cadre of this type, the Office of Training will strongly recommend that a very thorough assessment be included as a part of the selection process in order to determine the individuals' potential capabilities and the training required.

25X1A

2. [REDACTED] stated that he had learned of a recent OTR Regulation concerning establishment of policy, program, responsibilities and procedures for training evaluations. He requested copies for FI. [REDACTED] had copies of the regulation for each of the training officers and made distribution with a comment that this is an internal regulation.

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25X1A

3. [REDACTED] TSS, has been authorized to approve the selection of students for the special course previously discussed. He indicated that TSS wished to set the date 6 to 15 April 1954 for the first offering. This program is to be conducted [REDACTED] The Office of Training can enroll one student from the A & E Staff and one other senior instructor.

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25X1A Mr. Baird raised the question as to the need for medical assistance in this program and indicated some concern over the fact that the [REDACTED] might be placed in jeopardy if it became necessary to hospitalize one of the course participants. [REDACTED] stated that to the best of his knowledge it had not been necessary to hospitalize any of the previous participants in a program of this type; however, he would go into the question more thoroughly with the specialist on his staff and also discuss the matter with Dr. Tietjen.

25X1A

25X1A 4. [REDACTED] commented on the record of enrollments in the ROC and indicated that the present enrollment of five students is insufficient to conduct a program and requested each of the training officers to make a serious effort to bring this enrollment up to a larger figure. It was suggested that there might be some possibility of re-scheduling some of the students from course No. 7 into Course No. 6; or, reverse this process and shift the enrollment from No. 6 to No. 7.

25X1A [REDACTED] agreed to examine this possibility and report on this question at the 18 March meeting.

It was announced that the Staybehind Course No. 8 will be cancelled on the basis that those presently enrolled could be shifted to scheduled course No. 9 beginning 14 June. It was pointed out that enrollments for the next Evasion and Escape Course beginning 5 April is below the established minimum enrollment and the request was made to stimulate interest in this course.

5. Announcement was made that the Office of Training would conduct a briefing for new training officers during the period 29-30 March, and training officers were requested to schedule for this briefing by 18 March any candidates they may have. Names are to be submitted to Plans and Research Staff.

25X1A 6. Announcement was made of the next Orientation Tour [REDACTED] scheduled for 18 March, and training officers were requested to schedule their enrollments for this program no later than close of business, 15 March.

25X1A 7. [REDACTED] made reference to a recently published index of all Agency regulations and asked whether this document would give Training the data requested. It was pointed out that the Office of Training has already received this document but desires further recommendations from the Clandestine Services Training Committee concerning those regulations which should be used as outside reading for students enrolled in the Refresher Training Program.

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8. [REDACTED] made reference to items submitted by [REDACTED] and pointed out that students should be enrolled in either OSC or the CE Course, since the OSC contains much of the basic material covered in the CE Course.

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25X1A

[REDACTED] also raised the question with [REDACTED] as to whether the Communications Security Officer required the Operational Security Course or whether Phase III might be a more appropriate program.

25X1A

[REDACTED] agreed to look into this matter and give his recommendation at the next training officers meeting.

25X1A

[REDACTED] also indicated that the Office of Training will retain the ceiling of 12 as a maximum enrollment for the OSC.

9. The Director of Training gave a brief summary of the air training movie recently completed on the West Coast and indicated that this film would serve as an excellent adjunct to training.

25X1A

10. [REDACTED] asked whether it would be possible to extend the 22 March Admin Support Course to 75, conducting the first week in the auditorium in order to accommodate those students who could not get into the present Phase II. It was agreed that an effort will be made to expand the Admin Course; however, it would be contingent upon material, facilities, and sufficient instructors to cope with the seminar sessions which are a part of this program.